



Republic of the Philippines  
**PHILIPPINE HEALTH INSURANCE CORPORATION**

766 Lynzee's Bldg., J. Rosales Avenue, Butuan City  
Call Center (02) 441-7442 Telephone Nos. 225-7026; 341-1159; 816-0019  
[www.philhealth.gov.ph](http://www.philhealth.gov.ph)



March 9, 2017

**MEMORANDUM**

TO : ALL CONCERNED USERS

SUBJECT : CY 2016 ANNUAL PROCUREMENT PLAN (APP) AMENDMENT  
(Batch 2)

In order to ensure the effective and efficient delivery of public service and to reflect the necessary adjustment/revision from factors beyond reasonable planning such as, among others, price fluctuations and introduction of new complementary program/projects, these require corresponding adjustment in the Approved Annual Procurement Plan (APP).

After judicious review and evaluation, the requested revision/modification in programs and projects by end-users in the APP were deemed significant and necessary for the effective and efficient delivery of public services by the Corporation. In order to reflect these adjustments/revisions, this APP Amendment is hereby issued.

As mandated, the PhilHealth Regional Office-Bids and Awards Committee deliberated on, determined and recommended the appropriate method of procurement covering the various projects/programs/activities included in the APP Amendment, in accordance with the parameters set in the R.A. 9184 and its Revised IRR.

Section 7.4 of the Revised IRR provides:

*"7.4 updating of individual PPMP's, and the consolidated APP for each Procuring Entity shall be undertaken every six (6) months or as often as may be required by the Head of the Procuring Entity..."*

Accordingly and under the authority granted to the Regional Vice President as Head of Procuring Entity, this Order is hereby issued approving the attached 2016 Annual Procurement Plan Amendment (Batch 2).

Be it noted that all procurement based on the approved 2016 APP and its amendment must be undertaken strictly in accordance with the terms, conditions and requirements provided in the law, its Revised IRR as well as relevant government and corporate procurement policies, rules and regulations, subject to usual government auditing and accounting rules and regulations.

For information and guidance of all concerned.

JOHNNY Y. SYCHUA  
HOPE/Regional Vice President  
MAR 09 2017

Republic of the Philippines  
**PHILIPPINE HEALTH INSURANCE CORPORATION**  
G/F Lynzee's Building J. Rosales Ave., Butuan City  
**PRO-CARAGA**

**ANNUAL PROCUREMENT PLAN FOR 2016 AMENDMENTS**  
**2nd BATCH**

Code (PAP)	Procurement of Program/Project	PMO/ EndUser	Mode of Procurement	Schedule For Each Procurement Activity				Source of Fund	Estimated Budget (Php)			REMARKS (brief description of Program/Project)
				Ads/ Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Lease Improvements Rough Fencing of acquired 600sqm lot located at the DOP Gov't Center, Patin-ay, Prosperidad, Agusan del Sur	LHIO-SFADS	Small Value Procurement	N/A	N/A	N/A	N/A	COB	100,000.00		100,000.00	Rough Fencing was not proposed and included in CY2016 Approved APP, the cost center decided to realign a portion of thee ABC. Fencing will hold the dumped land.
	Lease Improvements for Office Pantry and Cabinets	PRO-Caraga	Small Value Procurement	N/A	N/A	N/A	N/A	COB	459,806.00		459,806.00	In compliant with the requirement of ISO Certification
<b>TOTAL LEASEHOLD IMPROVEMENT</b>									<b>559,806.00</b>		<b>559,806.00</b>	
	Customer Feedback Box with Standee Box: Acrylic Clear 4.5mm 12"x12x12" with clear reverse sticker labeled with piano hinges lock	ORVP	Small Value Procurement	N/A	N/A	N/A	N/A	COB	102,000.00		102,000.00	For compliance to ISO Certification. This box is to provide uniform feedback box to all units, sections, divisions and LHIOs
	Customer Feedback Box with Standee Box: Acrylic Clear 4.5mm 12"x12x12" with clear reverse sticker labeled with piano hinges lock	ORVP	Small Value Procurement	N/A	N/A	N/A	N/A	COB	35,000.00		35,000.00	Procurement of Bid Box is necessary per Office Order No. 14-2011 in order to safekeep of bid documents
	Flatbed Scanner	GSU	Shopping	N/A	N/A	N/A	N/A	COB	5,000.00		5,000.00	This will ensure that all files/records will have its softcopy stored safely and easily accesible.
	Conference Chair, mid back without armrest, with local fabric upholstery, molded foam, cushion, color: black, made of wood or metal	LHIO-Surigao City	Shopping	N/A	N/A	N/A	N/A	COB	22,000.00		22,000.00	Needed for the new Conference Table
	Sofa (customized) with center table	LHIO-Surigao City	Shopping	N/A	N/A	N/A	N/A	COB	37,100.00		37,100.00	Change specification since the end used needs customized Sofa
	Lateral Steel Filing Cabinet, light/off white color or beige color, finish	LHIO-Surigao City	Shopping	N/A	N/A	N/A	N/A	COB	33,390.00		33,390.00	Change specification since the end used preferred another color
	HDD External Portable, High Capacity at least 2TB, 256-bit AES hardware encryption, USB 3.0 connectivity	FOD	Shopping	N/A	N/A	N/A	N/A	COB	50,000.00		50,000.00	Back Up purposes

	Multimedia Projector, DLP, 3200 ANSI Lumens	FOD	Shopping	N/A	N/A	N/A	N/A	COB	200,000.00		200,000.00	Outdoor IEC esp. In ALAGA Ka Activities
	Computer Tablet, Quad Core, 2 GHz, 32 GB internal	FOD	Shopping	N/A	N/A	N/A	N/A	COB	55,000.00		55,000.00	Outdoor IEC and other similar activities. This also helpful during attendance to meeting , trainings and forums
	Flatbed Scanner	FOD	Shopping	N/A	N/A	N/A	N/A	COB	5,000.00		5,000.00	Scanning documents submitted by partner, stakeholders and NHIP members
	Telephone Handset	LHIO-Butuan City	Shopping	N/A	N/A	N/A	N/A	COB	1,600.00		1,600.00	Replacement of 2 busted handset to ensure and maintain office operations prompt and qualitatively functional
	Whiteboard Wall Type with 48"x48" size, with stand and roller, aluminum frame and plywood backing	GSU	Shopping	N/A	N/A	N/A	N/A	COB	4,400.00		4,400.00	Below ABC
	Barcode Scanner	GSU	Shopping	N/A	N/A	N/A	N/A	COB	98,000.00		98,000.00	Below ABC
	Electrical Clamp Rester	GSU	Shopping	N/A	N/A	N/A	N/A	COB	7,500.00		7,500.00	Below ABC
	Lateral Steel Filing Cabinet, light/off white color or beige color, finish	ORVP	Shopping	N/A	N/A	N/A	N/A	COB	11,550.00		11,550.00	Below ABC
	Signage for Reserved for PhilHealth	LHIO-Surigao City	Small Value Procurement	N/A	N/A	N/A	N/A	COB	6,000.00		6,000.00	Needed for parking space
	Movable Panel Partition, laminated, dark gary powder with half glass 65"Hx324"W	GSU	Shopping	N/A	N/A	N/A	N/A	COB	250,000.00		250,000.00	Partition for the Office of MSD and HCDMD
	Storage Cabinet with 5-6 adjustable shelves with stiffness	GSU	Shopping	N/A	N/A	N/A	N/A	COB	18,000.00		18,000.00	For Clinic, Hiring and Training
	Lateral Steel Filing Cabinet, light/off white color or beige color, finish	MSD	Shopping	N/A	N/A	N/A	N/A	COB	135,000.00		135,000.00	For ORVP, Legal and MSD
	Storage Cabinet with, 30 mm thick, HDF board, light gray, HPF finish	MSD	Shopping	N/A	N/A	N/A	N/A	COB	63,000.00		63,000.00	For ORVP & SBAC
	Portable Sound System 750w	LHIO-Surigao City	Shopping	N/A	N/A	N/A	N/A	COB	10,000.00		10,000.00	For IEC
	Lateral Steel Filing Cabinet, 4 drawers	LHIO-Surigao City	Shopping	N/A	N/A	N/A	N/A	COB	42,900.00		42,900.00	Storage needed for QMS
	Lateral Steel Filing Cabinet, 3 drawers	LHIO-Surigao City	Shopping	N/A	N/A	N/A	N/A	COB	51,000.00		51,000.00	Storage needed for QMS
	Lateral Steel Filing Cabinet, 2 drawers	LHIO-Surigao City	Shopping	N/A	N/A	N/A	N/A	COB	48,000.00		48,000.00	Storage needed for QMS
	Air Curtain including installation	LHIO-Surigao City	Shopping	N/A	N/A	N/A	N/A	COB	18,000.00		18,000.00	Prevent influx of outside air, odors and insects
	Table Top Glass 8 ft.x 4 ft, brown	LHIO-Surigao City	Shopping	N/A	N/A	N/A	N/A	COB	7,000.00		7,000.00	Protection cover from scratches and damage for Conference Table
	LED TV 55" series 7	ORVP	Shopping	N/A	N/A	N/A	N/A	COB	79,000.00		79,000.00	Marketing and Promotion of LHIO SFADS and Bislig

	Water Dispenser with cold and hot outlets, floor standing	LHIO-Bislig	Shopping	N/A	N/A	N/A	N/A	COB	8,000.00		8,000.00	For Personnel and Client use
	Trolley for store room, 150-300 kg capacity	LHIO-Surigao City	Shopping	N/A	N/A	N/A	N/A	COB	158,000.00		158,000.00	Transferring/moving documents to and from store room
	Gang Chair, 45 seater	FOD	Public Bidding	N/A	N/A	N/A	N/A	COB	150,000.00		150,000.00	ARTA Compliance
	Wheelchair	FOD	Public Bidding	N/A	N/A	N/A	N/A	COB	40,000.00		40,000.00	ARTA Compliance
	Table for changing diaper, plastic	FOD	Public Bidding	N/A	N/A	N/A	N/A	COB	24,757.00		24,757.00	ARTA Compliance
	Monobloc Chair	FOD	Public Bidding	N/A	N/A	N/A	N/A	COB	68,850.00		68,850.00	ARTA Compliance
	Folding Table, plastic	FOD	Public Bidding	N/A	N/A	N/A	N/A	COB	62,500.00		62,500.00	ARTA Compliance
	Evaporative Air Cooler	FOD	Public Bidding	N/A	N/A	N/A	N/A	COB	225,000.00		225,000.00	ARTA Compliance
<b>TOTAL CAPEX</b>									<b>2,132,547.00</b>		<b>2,132,547.00</b>	
	Signage, plastic, acrylic, Online, Offline System, Slowdown	LHIO-Surigao City	Shopping	N/A	N/A	N/A	N/A	COB	750.00	750.00		ARTA Compliance
	Signage, plastic, acrylic, Online, Offline Silence Please	LHIO-Surigao City	Shopping	N/A	N/A	N/A	N/A	COB	750.00	750.00		ARTA Compliance
	Signage, plastic, acrylic, Special Lane	LHIO-Surigao City	Shopping	N/A	N/A	N/A	N/A	COB	750.00	750.00		ARTA Compliance
	Cutter, small, retractable, HD	HCDMD	Shopping	N/A	N/A	N/A	N/A	COB	350.00	350.00		Replacement of damage cutter
	Three (3) hole puncher	HCDMD	Shopping	N/A	N/A	N/A	N/A	COB	320.00	320.00		Procurement of three hole puncher
	Self Inking Stamp	HCDMD	Shopping	N/A	N/A	N/A	N/A	COB	2,016.00	2,016.00		Replacement of damage text in self inking stamp
	Conversion Outdoor Board to Manual Type of 1 unit 3TR aircondition unit	MSD	Shopping	N/A	N/A	N/A	N/A	COB	6,500.00	6,500.00		Replacement of damage outdoor board due to short circuit as a result of frequent power fluctuations
	Push Pind, multi colored	MSD	Shopping	N/A	N/A	N/A	N/A	COB	28.00	28.00		Not in PPMP
	Post-It, multi colored	MSD	Shopping	N/A	N/A	N/A	N/A	COB	40.00	40.00		Not in PPMP
	Pencil Sharpener, single cutter head	FOD	Shopping	N/A	N/A	N/A	N/A	COB	500.00	500.00		Not in PPMP
	Puncher, paper, 2 hole	FOD	Shopping	N/A	N/A	N/A	N/A	COB	280.00	280.00		Not in PPMP
	Ruler, plastic	FOD	Shopping	N/A	N/A	N/A	N/A	COB	45.00	45.00		Not in PPMP
	Stapler, 50Lan, heavy duty	FOD	Shopping	N/A	N/A	N/A	N/A	COB	2,500.00	2,500.00		Not in PPMP
	Staple Wire	FOD	Shopping	N/A	N/A	N/A	N/A	COB	120.00	120.00		Not in PPMP
	Wastebasket	FOD	Shopping	N/A	N/A	N/A	N/A	COB	150.00	150.00		Not in PPMP
	Fire Alarm Bell	GSU	Shopping	N/A	N/A	N/A	N/A	COB	2,000.00	2,000.00		Replacement of busted Fire Alarm Bell
	Transparent tape, 48mm	LHIO-Surigao City	Shopping	N/A	N/A	N/A	N/A	COB	1,300.00	1,300.00		Needed for packing during the transfer
	Transparent tape, 24mm	LHIO-Surigao City	Shopping	N/A	N/A	N/A	N/A	COB	525.00	525.00		Needed for packing during the transfer
	Packing Tape, 48mm	LHIO-Surigao City	Shopping	N/A	N/A	N/A	N/A	COB	1,950.00	1,950.00		Needed for packing during the transfer
	Masking Tape, 24mm	LHIO-Surigao City	Shopping	N/A	N/A	N/A	N/A	COB	1,275.00	1,275.00		Needed for packing during the transfer
	Sticker Paper, legal size	LHIO-Surigao City	Shopping	N/A	N/A	N/A	N/A	COB	2,500.00	2,500.00		Needed for packing during the transfer

Plastic twine	LHIO-Surigao City	Shopping	N/A	N/A	N/A	N/A	COB	1,100.00	1,100.00	Needed for packing during the transfer
Duct Tape 2"	LHIO-Surigao City	Shopping	N/A	N/A	N/A	N/A	COB	2,000.00	2,000.00	Needed for packing during the transfer
Rubber Band, size 18, transparent	PCARES	Shopping	N/A	N/A	N/A	N/A	COB	105.85	105.85	Not in PPMP
Toner cartridge for Epson Aculaser M2310	PCARES	Shopping	N/A	N/A	N/A	N/A	COB	5,900.00	5,900.00	new printer not in PPMP
Toner HP Laserjet M604 CF 281A	LHIO-Tandag	Shopping	N/A	N/A	N/A	N/A	COB	9,000.00	9,000.00	new printer not in PPMP
Bond Paper with PhilHealth Letterhead	HCDMD	Shopping	N/A	N/A	N/A	N/A	COB	2,079.00	2,079.00	External Communication
Helmet for single motorcycle	MSD	Shopping	N/A	N/A	N/A	N/A	COB	2,500.00	2,500.00	Not in PPMP
Paper Copy, A4 70 gsm	GSU	Shopping	N/A	N/A	N/A	N/A	COB	27,798.25	27,798.25	Below ABC
Paper Copy, long 70 gsm	GSU	Shopping	N/A	N/A	N/A	N/A	COB	24,621.30	24,621.30	Below ABC
Post-it, multi colored 1.5"	GSU	Shopping	N/A	N/A	N/A	N/A	COB	240.00	240.00	Not in PPMP
PVC Cover	GSU	Shopping	N/A	N/A	N/A	N/A	COB	350.00	350.00	Not in PPMP
Cat6 UTP Cable	ORVP	Shopping	N/A	N/A	N/A	N/A	COB	61,990.00	61,990.00	Structured Cabling to a new Office
Mop Head, white	GSU	Shopping	N/A	N/A	N/A	N/A	COB	792.00	792.00	Not in PPMP
Mop Handle	GSU	Shopping	N/A	N/A	N/A	N/A	COB	429.00	429.00	Not in PPMP
Mop, solid	GSU	Shopping	N/A	N/A	N/A	N/A	COB	900.00	900.00	Not in PPMP
Clog remover	GSU	Shopping	N/A	N/A	N/A	N/A	COB	264.00	264.00	Not in PPMP
Computer Sticker Paper, long, assorted	GSU	Shopping	N/A	N/A	N/A	N/A	COB	5,250.00	5,250.00	Identification of Records boxes in the warehouse
CMOS Battery	GSU	Shopping	N/A	N/A	N/A	N/A	COB	375.00	375.00	Not in PPMP
Lamination film, long size, 100 pcs.	GSU	Shopping	N/A	N/A	N/A	N/A	COB	800.00	800.00	Not in PPMP
Bond Paper with PhilHealth Letterhead	GSU	Shopping	N/A	N/A	N/A	N/A	COB	13,828.00	13,828.00	External Communication
Barb Wire	GSU	Shopping	N/A	N/A	N/A	N/A	COB	3,160.00	3,160.00	Augment perimeter fence at western side
Corrugated iron bar, 10 mm	GSU	Shopping	N/A	N/A	N/A	N/A	COB	349.80	349.80	Augment perimeter fence at western side
Welding rod	GSU	Shopping	N/A	N/A	N/A	N/A	COB	256.00	256.00	Augment perimeter fence at western side
Tire Wire	GSU	Shopping	N/A	N/A	N/A	N/A	COB	265.00	265.00	Augment perimeter fence at western side
PVC Cover	GSU	Shopping	N/A	N/A	N/A	N/A	COB	65.00	65.00	Not in PPMP
Knee & Elbow Guards and hand gloves	GSU	Shopping	N/A	N/A	N/A	N/A	COB	700.00	700.00	Protective gear for the motorcycle driver
Puncher, adjustable	GSU	Shopping	N/A	N/A	N/A	N/A	COB	400.00	400.00	Tool for filing
Indoor Signage (hanging) clear acrylic, 10mm with matted finished mount on acrylic 3mm green	GSU	Shopping	N/A	N/A	N/A	N/A	COB	120,514.00	120,514.00	For ART and ISO Compliance
Wastebasket	FOD	Shopping	N/A	N/A	N/A	N/A	COB	375.00	375.00	For personnel use
Ballpens with printing	FOD	Small Value Procurement	N/A	N/A	N/A	N/A	COB	36,375.00	36,375.00	For Marketing and Promotion
Bond Paper with PhilHealth Letterhead	LHIO-SFADS	Small Value Procurement	N/A	N/A	N/A	N/A	COB	1,515.28	1,515.28	External Communication
Sign Pen, high tech, blue	LHIO-SFADS	Shopping	N/A	N/A	N/A	N/A	COB	2,400.00	2,400.00	Increase quantity
Toner Cartridge for PRO M201n, Model: CE283A	LHIO-SFADS	Shopping	N/A	N/A	N/A	N/A	COB	62,250.00	62,250.00	new printer not in PPMP

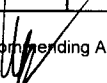
	Bookpaper, A4	FOD	Shopping	N/A	N/A	N/A	N/A	COB	4,979.25	4,979.25		Not in PPMP
	Sign Pen, high tech, blue	FOD	Shopping	N/A	N/A	N/A	N/A	COB	1,147.77	1,147.77		Not in PPMP
	Fastener, plastic	FOD	Shopping	N/A	N/A	N/A	N/A	COB	93.50	93.50		Not in PPMP
	Folder, long ordinary	FOD	Shopping	N/A	N/A	N/A	N/A	COB	1,872.00	1,872.00		Not in PPMP
	Folder, letter size	FOD	Shopping	N/A	N/A	N/A	N/A	COB	675.00	675.00		Not in PPMP
	Alcohol, 500 ml	FOD	Shopping	N/A	N/A	N/A	N/A	COB	1,141.25	1,141.25		Not in PPMP
	Laid, soft green, A4	FOD	Shopping	N/A	N/A	N/A	N/A	COB	301.00	301.00		Not in PPMP
	Laid, Ivory, A4	FOD	Shopping	N/A	N/A	N/A	N/A	COB	301.00	301.00		Not in PPMP
	Fabrication of table top name plate or desk signage	GSU	Shopping	N/A	N/A	N/A	N/A	COB	12,000.00	12,000.00		ARTA Compliance
	Padlock, heavy duty	GSU	Shopping	N/A	N/A	N/A	N/A	COB	2,700.75	2,700.75		Security Purposes
	Self Inking Stamp	LHIO-Surigao City	Small Value Procurement	N/A	N/A	N/A	N/A	COB	19,800.00	19,800.00		For LHIO office use
<b>TOTAL MOOE</b>									<b>458,608.00</b>	<b>458,608.00</b>	-	
	Conduct of Risk Management	MSD	Small Value Procurement	N/A	N/A	N/A	N/A	COB	234,190.00	234,190.00		For Risk Management required to conduct in PRO's
	-Food and Venue								225,600.00	225,600.00		
	-Office Supplies								2,590.00	2,590.00		
	-Honorarium of guest speaker								6,000.00	6,000.00		
	<b>PhilHealth Anniversary</b>	FOD	Small Value Procurement	N/A	N/A	N/A	N/A	COB	111,593.75	111,593.75		PhilHealth Anniversary
	<b>Food and Venue for Friendship Games</b>								14,475.00	14,475.00		
	- Shuttlecocks								5,000.00	5,000.00		
	<b>Hospital Visit</b>											
	-Toiletries								1,000.00	1,000.00		
	<b>Area Anniversary Activity</b>											
	-Tshirts with printing								10,313.75	10,313.75		
	<b>Employee's Day</b>											
	<b>Friendship Game Culmination</b>											
	- Food and venue								35,300.00	35,300.00		
	- Tshirt with printing								24,435.00	24,435.00		
	- Customized Acrylic Medals								5,220.00	5,220.00		
	with Lanyard											
	-Cash Prize								3,500.00	3,500.00		
	Gift Certificate @ 1,000.00 for each personnel	MSD	Small Value Procurement	N/A	N/A	N/A	N/A	COB	181,000.00	181,000.00		Gift Certificate @ 1,000.00 for each personnel per Corporate Memo#2016-0224
	<b>PhilHealth Caraga Christmas Party</b>	MSD	Small Value Procurement	N/A	N/A	N/A	N/A	COB				PhilHealth Caraga Christmas Party
	-Food and Venue								92,050.00	92,050.00		
	-Hall Preparation								20,000.00	20,000.00		
	-Events Organizer								10,000.00	10,000.00		
	-Lights and Sounds								20,000.00	20,000.00		
	-Tarpaulin for Photo Wall								16,000.00	16,000.00		

	Tokens									1,440.00	1,440.00		
	-Utility Pail												
	-Bowl									2,487.50	2,487.50		
	-Food Keeper									2,987.50	2,987.50		
	-Canister									3,987.50	3,987.50		
										1,487.50	1,487.50		

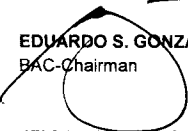
Prepared by:

  
**AMADEL A. GONZALES**  
BAC Secretariat

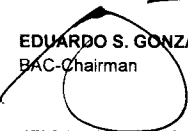
Recommending Approval:

  
**SOTICO M. CASCARA**  
Chief, MSD


**Certify for inclusion in 2016 APP Amendment:**

  
**EDUARDO S. GONZALEZ**  
BAC Chairman


  
**ANGELINA R. LUTA**  
Vice-Chairman

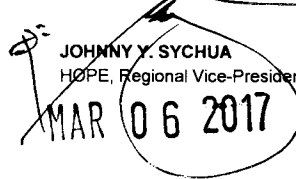
  
**JELBERT B. GALICTO**  
BAC Member

**MARILOU M. RAMIREZ**  
BAC Member

  
**TERESITA M. DE VEYRA**  
BAC Member

Approved by:

  
**JOHNNY Y. SYCHUA**  
HOPE, Regional Vice-President

  
MAR 06 2017